



## TOWN OF NORTH ANDOVER

### FINANCE COMMITTEE

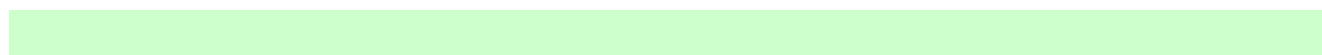
#### Meeting Minutes

Meeting Date March 27, 2012

Minutes Prepared by Patti Sifferlen

Meeting Location: Town Hall 1<sup>st</sup> fl conf room

Meeting called to order: 6:45PM



		Thom Dugan-TD	
		Vice Chairman	
Ramsey Bahrawy -RB,		Robert Norbedo-RN	x
Ben Osgood-BO	X	Matthew Remis-MRem	X
Alan LeBovidge-AL Chairman	x	Donald Elliott	x
Peter Besen-PB	X	Pat Sifferlen, PS, Admin	X
Dan Leary	X		

#### Non FinCom Members in Attendance

OTHERS: -Sandy Gleed (SG) Lyne Savage (LS), Andrew Maylor (AM), Ray Santilli (RS)

**Note: All FINCOM votes are subject to change upon receipt of new information.**

## II. Previous Minutes Approved

DATE:

## AGENDA ITEM A: Budget Overview (Town Manager)

Discussion: AM gives summary of budget for FY13 which totals 91.2 million inclusive of debt exclusions for various school and the Stevens Estate totaling 1.8 million. General Government budget is 81.2 million Enterprise budget for FY10 is \$10.0 million Equity between school and municipal side with a 3.5% increase. Budget allocation for FY13 is 68.7% School Department and 31.3% Municipal departments

Recommending an appropriation from “free cash” to of 250K to fund various reserve accounts (25K to fund Other Post Employment Benefits, 25K to establish a Capital Improvement Stabilization Fund and 200K for the town’s existing stabilization fund. 100K increase in veterans benefits that the town is required to pay to residents under certain requirements 75% reimbursement around 18 months after distribution.

**Essex Regional Retirement System** will increase 184K (7.5-8% over next decade)

**Employee health insurance** will increase by 700K or 7% in FY13

**Workers Comp** will increase by 53K (22K for prior year adjustments).

Insurance Co comes in and does safety seminar once a year.

**Unemployment**; 200K a year it is an estimate, pay as you go.

**Police and Fire Accidental** up 20%

**Liability Insurance** is up 12% in part due to vacant buildings cost more

**State Assessments** no control over state charges

**Regional School Assessments** up 2.7%

**Auditing**: decreasing by 5% because of negotiations with them

**Purchasing**: ½ of Ray Santillis salary cost and specifics allocated just for purchasing.

**Information Technology**: Decrease of 5.63% (55K) part of salary moved to school dept.

**Facilities**: Steve foster in process of doing property assessments for each building. Also looking into putting money for ongoing facilities work to fix small projects.

**Town Moderator**: no change in budget

**Town Manager** Contractual salary increase.

**Town Manager Revenue**: RFP issued and Cell Tower revenues.

**Assistant Town Manager**: ½ of Ray Santilli’s pay.

**Finance Committee**: No change

**Town Accounting**: No discussion

**Assessors** office: agreed to increase is p/t position to a .08 position makes them eligible for benefits. Was asked to decrease line items to support salary cost.

**Treasurer/Collector** : No discussion

**Town Clerk** 16% increase because of upcoming elections.

**Legal**: down 7.5% trying to consolidate number of inquires to legal services. Also looking to hire a p/t counsel to come in to help reduce fees.

AGENDA ITEM: **C New Business**

#### IV. Next Meetings

DOCUMENTS PROVIDED AT MEETING					
ITEM #	TYPE	FROM	TO	SUBJECT	COMMENTS
1	FY2013 Budget book	Andrew Maylor/Lyne Savage	fincom		
2					
3					
4					
5					
6					
7					

Motion: MR	Yes	Unanimous
Seconded: DE	Time:	8:35pm

[illegible]



**Note: Documents used in this meeting are listed in Document Table, herein.**

